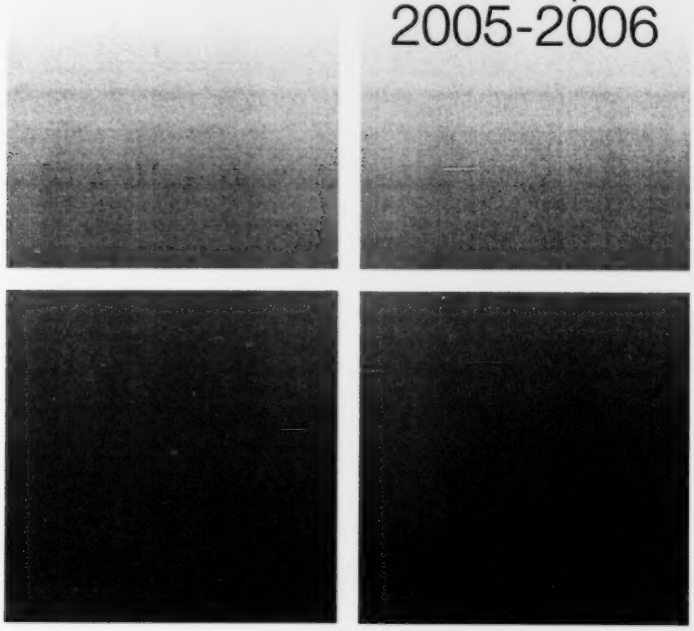
Public Safety and Emergency Preparedness Canada

Sécurité publique et Protection civile Canada

Access to Information Act and *Privacy Act*

Annual Report 2005-2006



KEEPING CANADIANS SAFE

Canada

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Access to Information Act and *Privacy Act*

Annual Report
2005-2006

Statement by the Minister of Public Safety

Tabling of Public Safety and Emergency Preparedness Canada's 2005 2006 Annual Report on the Administration of the *Access to Information Act* and the *Privacy Act*

Mr. Speaker, pursuant to Standing Order 32(2), I have the pleasure to table, in both official languages, copies of Public Safety and Emergency Preparedness Canada's 2005-2006 Annual Report on the administration of the *Access to Information Act* and the *Privacy Act*.

Section 72 of the *Access to Information Act* and section 72 of the *Privacy Act* require that the head of every government institution prepare an annual report on the administration of requirements under the two Acts. This Annual Report describes how Public Safety and Emergency Preparedness Canada administered these responsibilities during fiscal year 2005-2006. The information in this report comes from the Department of Public Safety and Emergency Preparedness Canada as well as the agencies within its portfolio.

In total, the Portfolio received 2,574 requests under the *Access to Information Act* as well as 11,180 requests related to the *Privacy Act* during the period under review. The top three agencies who received most of the requests under both Acts are, in no particular order, the Royal Canadian Mounted Police, the Correctional Service of Canada and the Canada Border Services Agency.

I am pleased to report that steps have been taken to improve the Access to Information and Privacy processes. For instance, enhanced training of staff, proactive follow-up practices and streamlined administrative procedures have been put in place in the Department of Public Safety and Emergency Preparedness Canada and its portfolio agencies to address issues that had been raised by the Information Commissioner.

TABLE OF CONTENTS

Pages

Preface 1

Public Safety and Emergency Preparedness Canada 4

Royal Canadian Mounted Police 10

Canadian Security Intelligence Service 16

Correctional Service Canada 21

National Parole Board 27

Canada Border Services Agency 32

Office of the Inspector General of the Canadian Security Intelligence Service 39

Royal Canadian Mounted Police External Review Committee 41

Commission for Public Complaints Against the Royal Canadian Mounted Police 45

Office of the Correctional Investigator 49

Appendix

Statistical Reports – Department and Agencies 51

Preface

The *Access to Information Act* and the *Privacy Act* were proclaimed on July 1,1983.

The *Access to Information Act* gives Canadian citizens a broad right of access to information contained in federal government records, subject to certain specific and limited exceptions.

The *Privacy Act* gives individuals the right of access to information about themselves held by the federal government with certain specific and limited exceptions. The Act also protects an individual's privacy by preventing others from accessing his or her personal information, as well as granting individuals basic rights in relation to collection, use and disclosure of personal information.

In accordance with section 72 of the *Access to Information Act* and section 72 of the *Privacy Act*, the head of an institution is required to submit an annual report to Parliament on the institution's administration of the Acts during the financial year.

The Minister of Public Safety and Emergency Preparedness is head for purposes of access to information and privacy (ATIP) administration for the Department and its portfolio's agencies and review bodies. This report describes how the Department fulfilled its access to information and privacy (ATIP) responsibilities during the fiscal year 2005-06.

About Public Safety and Emergency Preparedness Canada

In December 2003, Public Safety and Emergency Preparedness Canada replaced the Department of the Solicitor General. The Minister has delegated all his authorities and responsibilities under the Acts to the heads of the agencies and review bodies and, as such, they are able to independently respond to requests under the Acts for their records.

The Public Safety and Emergency Preparedness Canada portfolio includes:

- Public Safety and Emergency Preparedness Canada (PSEPC)
- Royal Canadian Mounted Police (RCMP)
- Canadian Security Intelligence Service (CSIS)
- Correctional Service Canada
- National Parole Board
- Canada Border Services Agency
- Office of the Inspector General of CSIS
- RCMP External Review Committee
- Commission for Public Complaints Against the RCMP
- Office of the Correctional Investigator

Public Safety and Emergency Preparedness Canada (PSEPC) is the federal leader for public safety and emergency preparedness. The key responsibilities are policy coordination across a wide range of public safety issues and ensuring the integration of that advice across the Portfolio; leadership role in emergency management and counter-terrorism by closing the gaps in emergency management, direct delivery of services and direct programming for communities.

The **Royal Canadian Mounted Police** (RCMP) has a mandate to enforce Canadian laws, prevent crime and maintain peace, order and security. As well as providing investigative and protective services to other federal departments and agencies, the RCMP provides police services to provinces, municipalities and territories under contract. Responsibility for the *Firearms Act* and regulations has been transferred to the RCMP from the former Canada Firearms Centre. The annual operating budget for the program has been reduced by $10 million.

The **Canadian Security Intelligence Service** (CSIS) collects, analyzes and retains information and intelligence respecting activities that may on reasonable grounds be suspected of constituting threats to the security of Canada. It reports to and advises the Government of Canada in relation to those activities. Within this mandate, the Service may be asked to provide security assessments to federal departments, to the government of a foreign state, an international organization of states, or any one of their institutions.

Correctional Service Canada (CSC) is responsible for administering the sentence of offenders sentenced to two years or more. This responsibility includes the management of offenders at institutions of various security levels, including preparing them for a successful return to society, and supervision of offenders on full or day parole, on temporary absence, or on statutory release for the last third of their sentence.

The **National Parole Board** (NPB) has exclusive authority to grant, deny and control the conditional release of persons serving sentences of imprisonment in federal institutions and provincial jails in provinces that do not have a provincial parole board. It has the power to revoke the release of any individual who has breached any of the conditions of parole. The NPB also investigates and makes recommendations for pardons and for the exercise of the royal prerogative of mercy.

The **Canada Border Services Agency** (CBSA), created at the same time as the Department, brings together key border security and intelligence functions previously carried out by three government organizations: the customs program from the Canada Customs and Revenue Agency (CCRA); the intelligence, interdiction, and enforcement program from Citizenship and Immigration Canada (CIC); and import inspection at ports of entry from the Canadian Food Inspection Agency (CFIA). The CBSA is part of the portfolio of Public Safety (PS) and is an integral component of Canada's national security approach. The President of the CBSA reports directly to the Minister of Public Safety and Emergency Preparedness Canada.

The Office of the **Inspector General of CSIS** monitors Canadian Security Intelligence Service (CSIS) compliance with its operational policies; reviews CSIS operational activities; and submits to the Minister certificates stating the extent to which she is satisfied with the reports of the CSIS Director and whether any act or thing done by CSIS in the course of its operational activities during the period to which the report relates is, in the opinion of the Inspector General:

(a) not authorized by or under the *CSIS Act* or contravenes any directions issued by the Minister; and;

(b) involves an unreasonable or unnecessary exercise by CSIS of any of its powers.

The **Royal Canadian Mounted Police External Review Committee** was created by Part II of the *Royal Canadian Mounted Police Act*, as an independent and impartial body to review appeals of formal discipline, appeals of discharge or demotion, and certain types of grievances involving regular and civilian members of the RCMP. The Committee independently reviews cases referred to it and submits recommendations to the Commissioner of the RCMP.

The **Commission for Public Complaints Against the Royal Canadian Mounted Police**, a designated organization independent from the RCMP, reviews complaints about the conduct of members of the RCMP, investigates complaints and holds hearings into complaints, which are either referred to the Commission by dissatisfied complainants or are initiated by the Chair of the Commission pursuant to provisions in Part VII of the *RCMP Act*.

The **Office of the Correctional Investigator** (OCI) investigates complaints from or on behalf of incarcerated persons and reports upon problems identified. Essentially, the OCI is an ombudsman who endeavours to resolve complaints by administrative action.

Public Safety and Emergency Preparedness Canada

Departmental organization of ATIP activities

The Access to Information and Privacy (ATIP) Unit is part of Executive Services. It is composed of the Coordinator, three analysts and two administrative officers.

The powers, duties and responsibilities associated with the granting of access, as well as the administration of the *Access to Information Act* and the *Privacy Act*, are delegated to the Coordinator. The approval of exemptions, however, remains with the Deputy Minister, the Senior Assistant Deputy Minister and the four Assistant Deputy Ministers.

Consultations, which comprise a significant portion of the workload, are routinely received from other government institutions. During this year the Department received 159 consultations under the *Access to Information Act* and 7 under the *Privacy Act*. The Department also initiates consultations with other government institutions during its processing of formal ATIP requests. These consultations accounted for approximately 95 per cent of extensions of the statutory time limit sought by the Department for responding to requests.

The Department processes ATIP requests according to the following procedures:

- The directorate concerned is asked to search for relevant documents, including a search in files held in the records office. The directorate whose records relate to the request provide advice on what files should be retrieved.
- The directorate provides copies of any relevant documents to the ATIP Unit, which organizes them into a review file.
- The ATIP Unit undertakes an initial assessment of the review file generally to determine the need for interdepartmental or other consultations, to identify Cabinet documents, and to undertake the initial application of the legislation's exemption provisions.
- The responsible directorate then undertakes another assessment of the review file and provides the ATIP Unit with any additional recommendations for exemptions or consultations that its officials may have.
- External consultations are undertaken, after which the file is returned to the directorate for sign-off at the DG level.
- The review file and all recommendations for exemptions are then submitted to the Deputy Minister or the appropriate ADM for final approval.

The ATIP Unit administers the act by :

- creating access request files and tracking requests using ATIP Flow software;
- assessing fees and costs;
- sending statutory notices to applicants, third parties, and the Information and Privacy Commissioners;
- compiling statistics;
- initiating consultations;
- providing advice on interpretation/application of the legislation

- training;
- negotiating the resolution of formal complaints;
- advising applicants, third parties and complainants of their rights and obligations under the legislation; and
- preparing the Department's annual report on the administration of the Acts.

ATIP implementation

General

With increased interest in security matters and with the creation of the Department, with additional responsibilities relating to emergency management, crime prevention, and border issues, there has been a sharp increase in access to information requests. This increase, coupled with more consultations with, and from, portfolio partners and other stakeholders, resulted in the department not always meeting its obligation under the Act to respect statutory time limits. This year, the Department was one of the organizations selected by the Information Commissioner to be the subject of a report focussing on the need to meet that obligation.

In recognition of this, and in order to address the Information Commissioner's recommendations, the Department has already taken steps to deal with the key issues.

Strong leadership is being provided and quarterly reports to the Minister on ATIP performance are being instituted in order to ensure statutory obligations are met. Accountabilities for ATIP are being clarified and best practices adopted.

Since January 2006, 200 PSEPC employees have attended training sessions, with a further 200 to be trained by Fall 2006 and another 200 by Winter 2006. The ATIP Unit has instituted proactive follow-up practices and streamlined administrative procedures and the Department is implementing technology enhancements to support those processes.

Training

The training of departmental ATIP staff is accomplished through work experience and ATIP-related workshops, conferences, and training sessions.

In February 2006, a consultant led 10 half-day training sessions to provide some 200 departmental employees with an overview of the Acts. Assessments of the course were generally very positive; many attendees indicated they wished the course were longer, to provide more detailed information. The Department will take those views into account in developing training plans. Further sessions are planned for 2006-2007.

Public reading room

PSEPC's public reading room is located on the ground floor of the Sir Wilfrid Laurier Building, 340 Laurier Avenue West, Ottawa and is open from 10:00 a.m. to 3:00 p.m., Monday to Friday. As required by subsection 71(1) of the *Access to Information Act*, it provides access to a wide range of

administrative and operational policy manuals used by employees in administering government programs or activities that affect the public.

The public reading room also maintains a supply of the Department's publications covering various aspects of the criminal justice system in Canada.

Records previously disclosed under the *Access to Information Act* by the Department's ATIP Unit are available in the reading room. Should anyone wish to have a copy of a previously released record, only photocopying costs are charged.

Administration of the *Access to Information Act*

Statistical report – interpretation/explanation

The Department received 172 requests under the *Access to Information Act* during fiscal year 2005-2006. Forty-six requests were carried forward from the last fiscal year, for a total of 218 requests; 164 of these were completed during this reporting year. The remaining requests will be carried over to next year's report.

Requests were processed as follows:

All disclosed	27
Disclosed in part	77
Nothing disclosed(excluded)	1
All exempted	0
Unable to process *	42
Abandoned *	14
Transferred	3
Total	**164**

Fifty-three extensions were required to carry out consultations with other federal government institutions; 17 were required to search for relevant records.

* The 42 requests referred to in the "unable to process" category are cases for which no records existed. The cases were abandoned when the requester did not pursue their request.

Source of requests	Number	Percentage
Media	107	63
Academia	8	4
Business	10	6
Organizations	12	7
Public	35	20
Total	**172**	**100**

*Please refer to the appendix for a complete statistical report.

Formal/informal interface

Whenever possible, information is provided informally by the Department without having requesters resort to the formal procedures of the Act. For example, the Communications Directorate responds to many media and other requests for information. Additionally, the Department website is a comprehensive source of information at www.psepc.gc.ca.

Investigations

Seventeen complaints were filed with the Information Commissioner. The investigation of five of the complaints was completed during this year. The Information Commissioner's findings with respect to the complaints are:

Reasons for complaint	Number of complaints	Resolved	Discontinued	Not well founded
Denial of access	5	1	0	0
Delay	9	2	0	1
Time extension	1	0	0	0
Fees	1	0	0	1
Miscellaneous	1	0	0	0

Administration of the *Privacy Act*

Statistical report – interpretation/explanation

The Department received 11 requests under the *Privacy Act*. Six were outstanding from the previous period. All the 17 requests were completed during the reporting period. The requests were processed as follows:

All disclosed	2
Disclosed in part	3
Unable to process *	12
Abandoned	0
Total	**17**

Ten requests were processed within 30 days, five within 61-120 days and two requests within 121 days or more.

* Six requests were in the "unable to process" category because no records existed. In six other "unable to process" cases the existence of records could be neither confirmed nor denied, as per the legislation.

* Please refer to the appendix for a complete statistical report.

Formal/informal interface

No informal requests were processed by the ATIP Unit. It remains departmental policy that, generally, employees may have access to their own personnel files without having to apply formally under the Act.

Investigations

One complaint was filed with the Privacy Commissioner during the reporting period. The investigation is ongoing.

Reasons for complaint	Number of complaints	Well founded	Not well founded	Discontinued
Miscellaneous	1	0	0	0

Use and disclosure

All personal information in the Department is used for the purposes for which it was obtained or compiled.

Privacy Impact Assessment (PIA)

No PIA's or Preliminary PIA's were undertaken by the Department during the reporting period.

Royal Canadian Mounted Police

Departmental organization of ATIP activities

The Royal Canadian Mounted Police (RCMP) established the Access to Information and Privacy Branch in 1983 to act as the central contact point for matters arising from the *Access to Information Act* and the *Privacy Act*. The Branch processes all formal access requests, and develops and monitors policies and procedures within the RCMP.

The Officer in Charge is the Departmental Privacy and Access to Information Coordinator, whose powers include full authority to administer the legislation and sign exemptions and releases. The Branch consists of six Sections: the Policy and Program Services Section, three Disclosures Sections, the Disclosure Processing Section and the Planning and Administrative Services Section. All resources are committed full-time to the administration of the legislation. The majority of positions require experienced police officers, from a variety of enforcement programs, trained as ATIP analysts. This ensures that sensitive law enforcement information is properly protected, reduces the need for time-consuming consultations with program managers concerning ATIP requests and, in turn, preserves credibility with the law enforcement community, international agencies, and other federal departments and information sources.

Requests for access to information are processed as follows:

- Requests are examined to identify relevant records;
- Record searches are conducted;
- Relevant records are analyzed;
- Exemptions/exclusions are applied when protection is deemed necessary, and records are prepared for release;
- Requesters are advised of their right to examine records to reduce fees; and
- The records are given to the requester and his/her rights are explained in writing.

A processing log is kept of all action taken by staff, indicating the date the request is received, the time taken to process the request, and the completion date.

Consultation with other federal government institutions takes place when their information is contained in RCMP records. The RCMP normally follows departments' recommendations as to disclosure of their information. The Legal Services Directorate is consulted regularly on contentious issues and affidavits for Federal Court cases.

ATIP implementation

Senior management supports the promotion of awareness of the legislation to ensure the rights of all are protected, while allowing the RCMP to effectively carry out its legislated mandate. The education of employees of the RCMP, in respect to their rights and responsibilities under this legislation, continues:

> In 2005-2006, 1,218 new cadets were given training regarding the *Access to Information* and *Privacy Acts* at the Academy in Regina, Saskatchewan.
>
> Twenty-nine presentations were made to a total of 1,016 participants.

RCMP vetted manuals continue to be maintained at the Access to Information and Privacy Branch and at the Minister's Office, 340 Laurier Avenue West, Ottawa. Under existing procedures, public access to the manuals is provided to the detachment level by this Branch.

Administration of the *Access to Information Act*

Statistical reports – interpretation/explanation

The RCMP received 924 requests under the *Access to Information Act* during this reporting period, a decrease of 161 requests over 2004-2005. Four hundred and nineteen requests, received late in the previous period, were brought forward and processed during this year. Four hundred and eighty-three requests received during the latter portion of this period have been carried forward.

A total of 860 requests were completed during this year. The disposition of these requests is as follows:

All disclosed	82
Disclosed in part	398
Excluded	1
Exempt	70
Transferred	11
Unable to process	149
Abandoned	146
Treated informally	3
Total	**860**

* Please refer to the Appendix for the Statistical Report for 2005-2006.

During the reporting period, 21 time extensions of over 30 days were taken. All 21 were for searching and retrieving information.

One hundred and forty-nine requests were in the "Unable to Process" category as a result of no fee being enclosed, no record located, or an absence of sufficient information to process the request.

All fee waiver requests are considered pursuant to section 11(6) of the *Access to Information Act*, the Treasury Board Policy Guidelines, and the Solicitor General's 1986 policy on fees and fee waivers. Fees under $10 are waived as a matter of policy. Fees between $10 and $25 may be waived without a fee waiver request, at the discretion of the Officer in Charge, Access to Information and Privacy Branch. The rationale used in making the decision to approve the fee waiver request is recorded, including the amount, and is based on whether the information is normally available without charge or the degree to which the general public will benefit from the release of the information. In 16 requests, fees of $832 were waived. Total fees collected for this period were $5,230.

Source of requests	Number
Media	172
Academia	5
Business	185
Other organizations	30
Public	532
Total	**924**

Consultations

Four hundred and one consultations were processed in this reporting period. Eighteen requests received late in the year were carried forward to 2006-2007.

Formal/informal interface

All disclosures respecting formal requests under the *Access to Information Act* must be approved by the Officer in Charge, Access to Information and Privacy Branch. Informal requests are approved routinely by other policy centers across the Force, but no centralized statistics are maintained. The reading rooms have not had a significant impact on the number of formal requests.

Institutional policies

Policy is in place in the RCMP Administration, Operational and Informatics Manuals addressing the formal and informal release/disclosure of information, with an appendix relating specifically to Public Access, Reading Rooms and Division ATIP Coordinators. Division Coordinators ensure detachments/units are aware of the need for immediate response for requested material to meet the processing time limits set out by the Act. RCMP policy regarding fees, depositing funds to the Receiver General, and processing access request forms are found in the Administration Manual. The manuals are amended and updated on a continuing basis to keep abreast of revisions in the ATIP legislation and Treasury Board Guidelines.

Investigations

One hundred and forty-eight complaints were filed with the Information Commissioner and 93 were outstanding from the previous reporting year. The investigations of 96 of these 241 complaints were completed during this year as follows:

Access to Information Act

Reason for complaint	Number of complaints	Settled during course of investigation	Not well founded	Resolved well founded	Discarded
Fees	2	0	0	2	0
Correction - Refusal	1	0	1	0	0
Non-disclosure	14	3	7	4	0
Time to prepare	55	1	1	44	9
Miscellaneous	24	0	5	17	2
TOTAL	**96**	**4**	**14**	**67**	**11**

Carried forward from 2004-2005: 93 Outstanding: 147

Administration of the *Privacy Act*

Statistical reports – interpretation/explanations

The Royal Canadian Mounted Police received 1,586 formal requests under the *Privacy Act* during this reporting period, a decrease of 189 from the previous period. Six hundred and sixty-three requests, received late in the previous period, were brought forward and processed this year. Six hundred and eighteen requests received during the latter portion of this period have been carried forward.

A total of 1,631 requests were completed during the year. The disposition of these requests is as follows:

All disclosed	88
Disclosed in part	1140
Excluded	0
Exempt	59
Unable to process	209
Abandoned	127
Transferred	8
Total	**1,631**

*The Appendix gives a complete statistical report.

Consultations

A total of 552 consultations were processed in 2005-2006. Seventeen requests received late in the year were carried forward to 2006-2007. Two requests were abandoned.

Formal/informal interface

The Officer in Charge, Access to Information and Privacy Branch is responsible for all formal requests under the *Privacy Act*. Informal access requests are approved routinely by other responsibility centers across the Force. Included in the informal requests are Criminal History Records, Bank PU-030, which are processed by Criminal History Branch. A total of 5,096 Criminal History Requests were processed this year under the *Privacy Act*.

Institutional policies

The Royal Canadian Mounted Police Administration, Operational and Informatics Manuals contain policy and procedures for the collection, access, retention, disposition, use and disclosure of personal information. Regular amendments to these manuals keep RCMP policy current with the ATIP legislation and Treasury Board Guidelines. Chapter III.11 of the Administration Manual is the primary body of policy and procedures for privacy matters.

Investigations

One hundred and twenty-four complaints were filed with the Privacy Commissioner and 92 were outstanding from the previous reporting year. The investigations of 119 of these 216 complaints were completed during this year as follows:

Privacy Act

Reason for complaint	Number of complaints	Resolved well founded	Not substantiated	Discontinued	Settled during course of investigation
Use and disclosure	7	1	5	0	1
Refused access	15	1	7	0	7
Time limits	65	60	1	2	2
Miscellaneous	32	13	17	0	2
TOTAL	**119**	**75**	**30**	**2**	**12**

Carried forward from 2004-2005: 92 Outstanding: 97

Federal court cases

As of March 31, 2006, there were seven federal court cases pending under the *Privacy Act*.

Use and disclosure

The Royal Canadian Mounted Police predominantly collects personal information for law enforcement and administration, and investigation purposes. Policies presently exist stipulating how personal information is to be collected, used, and stored and under what circumstances it may be disclosed or destroyed. All formal disclosures are made by the Access to Information and Privacy Branch, thus ensuring compliance with privacy legislation.

The Policy and Program Services Section provides assistance to other directorates and field divisions, on a continuous basis, to ensure personal information is used or disclosed in accordance with the provisions of the *Privacy Act* and both RCMP and Government (Treasury Board Guidelines) policies.

The RCMP continues to review its data matching systems to ensure compliance with existing Treasury Board Guidelines.

Canadian Security Intelligence Service

Departmental organization of ATIP activities

Processing a request

The following steps are followed in processing each request for information:

- A complete request is logged into a database.
- A records search is then conducted.
- All relevant records are scanned into a separate database and reviewed under the provisions of the Act.
- Information is withheld under the Act's protective provisions only if disclosure would be harmful.
- The information is released to the applicant, together with any notification of rights prescribed by the Act.

Administrative documentation

All actions related to the processing of a request are documented on file and in the request tracking software.

Decision-making structure

The Access to Information and Privacy (ATIP) Section is part of the Director's Secretariat.

The ATIP Section establishment was 13 positions during 2005-2006; these were not fully staffed throughout the reporting period. The Section comprises an ATIP Coordinator, special projects and litigation officer, three supervisors, seven information analysts, and one clerk. All of the staff in the Section are fully dedicated to the administration of the ATIP program within the Canadian Security Intelligence Service (CSIS). The CSIS Legal Services Branch provides legal advice as required.

The primary role of the ATIP Coordinator is to ensure that CSIS complies with the requirements of the ATIP legislation, including the protection of individuals' privacy and the protection of national security assets. This manager has the delegated authority to invoke any of the exemption provisions provided in the Act, except the provision respecting federal-provincial affairs. The Director and the Assistant Director, Secretariat have also been delegated the authority by the Minister to invoke exemptions, including the federal-provincial affairs provision.

The ATIP Coordinator of another government institution is consulted whenever information relevant to a request requires that institution's review. The consultation is initiated as soon as possible to help meet the legislated time frame for processing access requests.

Conversely, CSIS receives consultations from other government institutions. In 2005-2006, there were 212 consultations completed under the *Access to Information Act*, and 61 consultations completed under the *Privacy Act*.

The time taken to process consultations represents approximately 50 percent of the workload.

ATIP implementation

Training

Training was acquired through government-sponsored workshops and ATIP-related conferences. It was also acquired through on-the-job experience, and by analysing the impact on CSIS of Federal Court decisions on ATIP cases.

Sessions on the ATIP legislation are given at general and specialized courses within CSIS. A number of briefing sessions were provided to senior management throughout the year. As well, lectures were given to Intelligence Officer entry classes; to the Investigators' course; to security screening employees; and to new employees.

Reading room

The Service's public reading room is the shared PSEPC reading room facility at 340 Laurier Avenue West, Ottawa.

Administration of the *Access to Information Act*

Statistical report – interpretation/explanation

CSIS received 107 requests under the *Access to Information Act*. Twenty-two requests were carried over from 2004-2005. The disposition of requests completed is as follows:

All disclosed	2
Disclosed in part	59
Excluded	0
Exempt	13
Transferred	1
Unable to process	26
Abandoned	3
Treated informally	0
Total	**104**

*Please refer to the appendix for a complete statistical report.

Included in the "unable to process" category are 15 requests for which relevant information did not exist, and ten where it was necessary to invoke 10(2) of the *Access to Information Act*, which permits an institution to neither confirm nor deny the existence of records.

Eleven extensions were required to consult with other institutions, and 36 were required for searches of large numbers of records.

Fee-waiver requests are considered in accordance with 11(6) of the Act and Treasury Board Policy and Guidelines. Fees under $25 are waived; fees over $25 are waived only under exceptional circumstances. The rationale for waivers is based on the degree to which public benefit derives from the disclosure of information. The Service waived fees in the amount of $967.85.

Application fees in the amount of $525.00 were collected.

The 107 requests received by CSIS can be broken down into the following categories:

Source of request	Number	Percentage
Media	69	64
Academia	3	3
Business	15	14
Public	20	19
Total	**107**	**100**

Investigations

The ATIP Section assists the Information Commissioner and his staff in their investigation of complaints lodged against CSIS.

Five complaints were filed with the Information Commissioner. The Commissioner completed the investigation of two complaints during the reporting period. His findings in respect to these complaints are as follows:

Reason for complaint	Number of complaints	Resolved	Not substantiated
Non-disclosure	1	1	0
Miscellaneous	1	0	1

Administration of the *Privacy Act*

Statistical report – interpretation/explanation

CSIS received 394 requests under the *Privacy Act*. Twenty-eight were carried over from 2004-2005. The disposition of the 387 completed requests is as follows:

All disclosed	2
Disclosed in part	91
Excluded	1
Exempt	53
Unable to process	237
Abandoned	3
Treated informally	0
Total	**387**

*Please refer to the appendix for a complete statistical report.

Included in the "unable to process" category are 212 requests for which the relevant information did not exist, and 25 requests where it was necessary to invoke 16(2) of the *Privacy Act*, which permits an institution to neither confirm nor deny the existence of requested records. Included in the "exempt" category are 50 requests made for records in the CSIS exempt bank; "exempt" personal information banks are so designated by the Governor in Council, and usually contain sensitive national security or law enforcement records.

Extensions were required to complete the processing of 32 requests.

Investigations

The ATIP Section assists the Privacy Commissioner and her staff in their investigation of complaints lodged against CSIS.

Forty six complaints were received during the reporting period. The Commissioner's findings in respect of the completed complaints are as follows:

Reason for Complaint	Number of complaints	Not well founded	Resolved	Discontinued	Settled in course of investigation
Delay	3	2	1	0	0
Non-disclosure	43	32	0	10	1
TOTAL	**46**	**34**	**1**	**10**	**1**

Privacy Impact Assessment (PIA)

No PIA's or Preliminary PIA's were undertaken by the Service during the reporting period.

Departmental organization of ATIP activities

Processing of requests

Requests under the Privacy legislation are received largely from offenders, and come from the five regions of CSC to the ATIP Division at National Headquarters in Ottawa for processing.

The media, academia, businesses, organizations and the public submit requests under the *Access to Information Act*.

The Division also processes informal requests and consultations from other departments.

A master electronic control log (ATIP Flow) tracks the processing of all requests and related records.

An ATIP compliance manual has been developed. This manual provides CSC managers and employees with guidelines for interpreting and applying the ATIP legislation.

Decision-making process

The ATIP Division is under the general direction of the Director General, Rights, Redress and Resolution Branch. The ATIP Division's Director and Deputy Director, have full delegated authority for the *Access to Information Act*. As well, the Director, the Deputy Director and the senior analysts have full delegated authority under the *Privacy Act*, except for 8(2)(j) and 8(2)(m) disclosures, which rests with the Assistant Commissioner, Strategic Policy and Human Rights, and the Commissioner. Paragraph 8(2)(j) provides for the disclosure of personal information for research or statistical purposes; 8(2)(m) provides for the disclosure of personal information in the public interest, or to benefit the individual to whom the information pertains.

Legal Services are consulted regularly on complex issues such as the disclosure of records under paragraph 8(2)(m) of the *Privacy Act* or section 20 (relating to private sector information) of the *Access to Information Act*.

ATIP implementation

Training

In 2005-2006, sessions on the ATIP legislation were acquired through the ATIP Division and were provided to field personnel and National Headquarters staff.

Further sessions are planned for 2006-2007.

Public reading room

CSC shares the PSEPC reading room with the other agencies at 340 Laurier Avenue West, Ottawa. There are also reading areas at each regional headquarters. Manuals, publications and reports are on display for consultation by the public.

Administration of the *Access to Information Act*

Statistical report – interpretation/explanation

In 2005-2006, the ATIP Division received 634 formal and informal requests, including 73 consultations from other departments.

A total of 649 requests were completed during this reporting period, with 68 brought forward to 2006-2007.

The processing of completed requests is as follows:

All disclosed	216
Disclosed in part	269
Exempt	29
Excluded	2
Transferred	29
Unable to process	59
Abandoned	45
Treated informally	0
Total	**649**

*Please refer to the appendix for a complete statistical report.

The "unable to process" category includes requests for which information does not exist.

Origins of requests

Categories of requesters that submit the majority of requests include the public (including offenders and staff members), organizations, media, business and academia. The categories are:

Source of request	Number
Media	106
Academia	3
Business	68
Organizations	177
Public	280
Total	**634**

Fees

Requests for fee waivers are handled in accordance with 11(6) of the Act and the Treasury Board Policy Guidelines. Fees under $25 are waived. Normally, the $5 application fee is not waived. During the fiscal year, CSC collected $3,472.50 in application and processing fees.

Fees assessed over $25 may be waived, with a fee waiver request, at the discretion of the Director, Access to Information and Privacy Division. The rationale for waivers generally is based on the benefit to the public from the disclosure of information.

Institutional policies

CSC discloses personal information in accordance with paragraph 8(2)(m)(i) of the *Privacy Act* (public interest disclosure) to enhance the understanding of circumstances surrounding particular incidents, and where the public interest clearly outweighs any invasion of privacy that would result from the disclosure. With a view to better informing the public, especially in high profile cases, CSC invites the media to press conferences and provides copies of vetted records to journalists.

CSC developed an ATIP Compliance Manual to use in conjunction with the Treasury Board Guidelines. This is being enhanced by the implementation of a knowledge management tool to provide immediate ad hoc assistance to staff in responding to requests and providing advice.

Investigations

In 2005-2006, 22 complaints were filed with the Information Commissioner; 56 complaints were carried forward to 2006/2007 and 40 complaints were completed during the year as follows;

Resolved	16
Not substantiated	17
Discontinued	7
Total	**40**

Administration of the *Privacy Act*

Statistical report – interpretation

In 2005-2006, CSC received 7,849 formal (including Privacy Bulk cases) and informal requests under the *Privacy Act*, including 34 consultations from other departments.

A total of 8,905 requests were completed during this reporting period, with 524 (in addition 958 bulk requests were received during 2004-2005 which could not be accounted for since they were not logged in the system – they have all been logged as 2004-2005 receipt and completed in 2005-2006) carried to 2006/2007.

The processing of completed requests is as follows:

All disclosed	2880
Disclosed in part	4756
Totally exempt	34
Total excluded	0
Unable to process	1081
Abandoned by applicant	108
Transferred	46
Total	**8905**

*Please refer to the appendix for a complete statistical report.

Requests in the "unable to process" category are those where the applicants did not provide sufficient information to locate the requested records, or where the records did not exist. "Abandoned" are those requests for which the applicants' whereabouts became unknown, either after release or a transfer outside of CSC's jurisdiction, or when an escape or death occurred.

Investigations

In 2005-2006, 171 complaints were filed with the Office of the Privacy Commissioner and 260 were carried forward to 2006-2007. The investigation of 169 complaints was completed during this year as follows:

Access	64
Language	1
Correction/notation	4
Retention/disposal	4
Correction/time limits	3
Use and disclosure	46
Time limits	49
Total	**171**

Findings on completed complaints

Discontinued	32
Well-founded	68
Not well-founded	40
Well-founded resolved	5
Resolved	1
Settled	23
Total	**169**

Use and disclosure

The CSC/National Parole Board Guide for Use and Disclosure reflects legislative requirements contained in the *Privacy Act* and the *Corrections and Conditional Release Act* as they relate to the sharing of offender information, including to victims of crimes. The ATIP Division continues to assist staff in interpreting and applying the information-sharing provisions of the *Privacy Act*.

Privacy Impact Assessment (PIA)

One PIA has been undertaken during the fiscal year. The procedure for posting summaries of PIA's or Preliminary PIA's is presently being developed and should be completed in FY 2006-07.

Privacy breach

In Fiscal year 2005-2006 a Privacy Breach process and protocol has been developed by ATIP with the involvement of the Security Sector and Records management.

Breaches are reported by CSC employees, offenders, institutions and parole offices.

ATIP is informed on one of the following reasons:

- **Disclosure** – personal information was found in the public domain or was improperly disclosed (in error) to a third party
- **Destruction** – personal information was destroyed prior to the legislative period of retention and/or by error
- **Lost** – personal information (original files, reports, computer, videotape etc.) was lost or reported found following an accident

ATIP notifies the Office of the Privacy Commissioner in every case. A total of 89 breaches have been reported this year. The Privacy Commissioner has been satisfied, in all cases, of the corrective measures taken by CSC to prevent such breaches from happening in the future.

Departmental organization of ATIP activities

The Access to Information and Privacy Division is responsible for processing and responding to all formal requests under both the *Access to Information Act* and the *Privacy Act* addressed to the National Parole Board.

The Director of Communication and ATIP is responsible for administering the legislation and signing exemptions within his delegated authority. Four persons are committed full-time and one part-time to the administration of the legislation and this year's expenditures, i.e., salaries and operational costs, amounted to $293,969.

Requests are processed as follows:

- Completeness of request is determined;
- Request is acknowledged;
- Search for relevant records is conducted;
- Records are analyzed under the provisions of the legislation;
- Other agencies/departments are consulted where appropriate;
- Any necessary exemptions are applied; and,
- The applicant is provided with non-exempted material.

A tracking system is used to log all actions taken. Consultation with other agencies/departments takes place in most cases when other institutions' information is found in NPB files; their recommendations are normally followed. Legal Services are consulted regularly for advice.

Reading rooms are in operation in each of the five regional offices of the Board as well as at the National Office in Ottawa.

Administration of the *Access to Information Act*

Statistical report – interpretation/explanations

The National Parole Board received a total of 33 requests under the *Access to Information Act* during 2005-2006. No request is outstanding from the previous fiscal year 2004-2005. Of the total requests, 31 were completed during the reporting period. Two requests were carried forward to fiscal year 2006-2007; they were received the last month of the reporting period and the disposition is as follows:

All disclosed	13
Disclosed in part	11
Nothing disclosed (excluded)	0
Nothing disclosed (exempted)	0
Transferred	1
Unable to process	6
Abandoned	0
Total	**31**

Thirty-one requests were completed within 30 days. No request was completed between 31 to 60 days, nor between 61 to 120 days.

Two requests came from the media, one request came from business, one request came from organization, and twenty-nine came from the public.

Six requests referred to in the "unable to process" category are cases where no records existed.

Please refer to the appendix for a complete statistical report.

Consultations

A total of sixteen access consultations were processed in this reporting period and all were completed within 30 days.

Formal/informal interface

Two requests received during reporting period. They were completed within 30 days. Eight requests are outstanding from previous period.

As reported in previous annual reports, the NPB continues to handle a large number of requests informally through its Communications Division and regional offices. The availability of information brochures and the NPB Internet web site greatly facilitate access to information about the Board and its programs. As well, the *Corrections and Conditional Release Act* directs the Board to maintain a registry of its written decisions which are available to members of the public on written request.

Institutional policies

Given the very limited number of requests received under the *Access to Information Act*, and in view of the fact that the Treasury Board's Interim Policy Guide provides sufficient guidance, the National Parole Board does not need any further policy with respect to the administration of the Act.

Investigations

There are two complaints filed with the Information Commissioner for 2005-2006. And the complaints are still ongoing.

Administration of the *Privacy Act*

Statistical reports – interpretation/explanations

The National Parole Board received 614 new requests under the *Privacy Act* for the reporting period 2005-2006. Thirteen requests were outstanding from 2004-2005. Twelve requests were carried forward to fiscal year 2006-2007. They were received during the last month of the reporting period. Of the total, 597 were completed during the reporting period; their disposition is as follows:

All disclosed	25
Disclosed in part	113
Nothing disclosed (excluded)	0
Nothing disclosed (exempt)	0
Unable to process	455
Abandoned by applicant	2
Transferred	2
Total	**597**

*Please refer to the appendix for a complete statistical report.

Five hundred twenty-eight requests were completed within 30 days, despite required consultations with other government institutions. Sixty-three were completed within 60 days. Six were completed between 61 to 120 days. A total of 50,000 pages were reviewed.

The majority of NPB Privacy requests came from inmates of federal penitentiaries. The Prairies Region accounted for the largest share, 291 in the fiscal year 2005-2006.

Four requests for correction were processed. Generally, offenders use the *Corrections and Conditional Release Act* to request a correction of their information.

Consultations

A total of seven consultations were processed in this reporting period. Six were completed within 30 days and one is still ongoing.

Formal/informal interface

The Parole Board shares a great deal of file information with offenders in contexts other than the processing of requests under the *Privacy Act*, i.e., during hearings with offenders and when notifying them of its decisions. In carrying out such duties the Board must comply with the *Corrections and Conditional Release Act* (CCRA). Section 141 states that at least 15 days before the review date of an offender, the Board shall provide or cause to be provided to the offender, in writing, the information that is to be considered in the review of the case or a summary of that information. This process (informal from a *Privacy Act* perspective) therefore may allow for the sharing of more information than would be permitted under the provisions of the *Privacy Act*.

The *Corrections and Conditional Release Act* (CCRA) gives Canadian citizens greater access to information about offenders. The CCRA provides for:

1. A decision registry containing all conditional release decisions made by the National Parole Board since November, 1992 and which is accessible to anyone who demonstrates an interest in a specific case or group of cases;
2. Access by victims to some offender-related information; and,
3. Members of the public to attend National Parole Board hearings as observers at the discretion of Parole Board members (in the past, it was at the discretion of the inmate).

This law has an important impact on the disclosure of offender-related personal information to third parties.

Investigations

Five complaints were filed with the Privacy Commissioner. Four are still ongoing. The Privacy Commissioner's findings are as follows:

Reason for Complaint	Number of complaints	Well founded	Resolved	Not well-founded	Discontinued	Out-standing	Settled investigation
Refusal – General	0	0	0	0	0	0	0
Exemptions	0	0	0	0	0	0	0
Delays	0	0	0	0	0	0	0
Time extension	0	0	0	0	0	0	0
Miscellaneous	0	0	0	1	0	0	0
Total	**0**	**0**	**0**	**1**	**0**	**0**	**0**

Disclosures under 8(2)(e) of the *Privacy Act*

The following positions are authorized to approve disclosures to investigative bodies listed in the regulations:

- Chairman
- Vice-Chairman
- Director, Communications and ATIP
- Regional Directors (Parole Case Files)
- Director, Professional Development and Decision Processes

Most requests from investigative bodies come from the RCMP. Requests from the RCMP and CSC Preventive Security Branch concerning offenders currently under sentence or pardon applications are dealt with under section 8(2)(e), for which special procedures have been established in accordance with the provisions of the Act.

Disclosure under 8(2)(m) of the *Privacy Act*

Several disclosures were made using 8(2)(m)(i) of the *Privacy Act*. Paragraph 8(2)(m)(i) provides that personal information may be disclosed for any purpose where, in the opinion of the head of an institution, the public interest in disclosure clearly outweighs any invasion of privacy that could result from the disclosure.

Disclosures under 8(2)(m) are assessed on a case-by-case basis and in accordance with Treasury Board guidelines.

The Privacy Commissioner was informed of the disclosures, as required by the Act.

Privacy Impact Assessment (PIA)

No PIA's or Preliminary PIA's were undertaken by the Department during the reporting period.

Canada Border Services Agency

Forward

Section 72 of both the *Access to Information Act* (ATIA) and the *Privacy Act* (PA) requires that the head of every government institution prepare and submit to Parliament an annual report on the administration of the Acts within three months of the fiscal year.

This report includes information outlining how the Canada Border Services Agency (CBSA) administered the Access to Information and Privacy (ATIP) activities and attempted to fulfill its responsibilities relative to these Acts during the reporting period of April 1, 2005 to March 31, 2006. It also includes achievements by the CBSA's ATIP section and outlines areas that will require particular focus in the coming fiscal year.

Background

The Prime Minister announced the creation of the CBSA on December 12, 2003. The new Agency brought together key border security and intelligence functions previously carried out by three Government organizations: the Customs program from the Canada Customs and Revenue Agency (CCRA); the Intelligence, Interdiction, and Enforcement program from Citizenship and Immigration Canada (CIC); and Import Inspection at Ports of Entry from the Canadian Food Inspection Agency (CFIA). The CBSA is part of the Public Safety portfolio and is an integral component of Canada's national security approach.

Departmental organization of ATIP activities

Responsibility for the administration of the *Access to Information Act* and the *Privacy Act* falls under the Legislative Affairs and Access to Information and Privacy Division of the Corporate Secretariat. The relevant Director and Manager within the Secretariat have full delegated authority to administer the legislation. The Secretariat is responsible for planning, developing, and updating policies and procedures related to the two Acts and ensuring departmental compliance with legislative obligations.

The section employed 1 manager, 6 Advisors and 5 administrative personnel in fiscal year 2005-2006. The ATIP Advisors analyze and review records, provide specialized advice and prepare final recommendations regarding release or non-release of information. Throughout the year, additional staff was engaged and at the end of the fiscal year, 25 employees were associated with the function.

Administration of the *Access to Information Act*

Statistical reports – interpretation/explanations

There were 670 requests received under the *Access to Information Act* during this reporting period, and 175 requests were outstanding from the previous period. The Department completed 402 requests during this reporting period. The remaining 443 requests have been carried forward to 2006-2007.

Abandoned by applicant	77
All disclosed	98
Disclosed in part	143
Nothing disclosed (excluded)	1
Nothing disclosed (exempt)	3
Transferred	5
Unable to process	75

Please refer to the Appendix for the Statistical Report 2005-2006.

Origins of requests

Categories of requesters that submit the majority of requests include the public (including offenders and staff members), organizations, media, business and academia. Numbers are as follows:

Source of requests	
Media	37
Academia	8
Business	59
Organizations	31
Public	535

Fees

Requests for fee waivers are considered in accordance with section 11(6) of the *Access to Information Act* and the Treasury Board Policy Guidelines. Fees under $25 are automatically waived, excluding the $5 application fee. During the fiscal year, CBSA collected $6,209.40 in fees.

Investigations

During 2005-2006, 33 complaints were filed with the Information Commissioner. There were 24 for time delays, five on the application of exemptions, one for fees, and 3 for the time extensions. During the period, the office of the Information Commissioner completed 24 complaints. Twenty-one complaints were well founded and resolved, two were not substantiated and one was discontinued.

Training

There were 24 *Access to Information Act* awareness sessions delivered to CBSA employees located at Headquarters and regional offices across Canada. Awareness sessions are available to all CBSA

offices and can be tailored to meet operational requirements. Generally, the presentations take two to three hours to provide an overview of the *Access to Information Act* and to discuss respective roles and responsibilities. The seminars are usually delivered together with Privacy related sessions. Interest in ATIP awareness sessions remains high within the CBSA and we are strengthening our capacity to deliver additional presentations.

Administration of the *Privacy Act*

Statistical report – interpretation/explanations

In 2005-2006, the CBSA received 693 requests under the *Privacy Act* and 185 were brought forward from the previous reporting period. A total of 458 requests were completed during this reporting period with 420 carried forward to 2006-2007.

The disposition of completed requests is as follows:

Abandoned	75
All disclosed	46
Disclosed in part	279
Nothing disclosed (excluded)	1
Nothing disclosed (exempt)	4
Transferred	3
Unable to process	50

For more details, please refer to the Appendix for the Statistical Report 2005-2006.

Training

There were 24 *Privacy Act* awareness sessions delivered to CBSA employees located at Headquarters and regional offices across Canada. The presentations are tailored to meet operational requirements and generally are delivered over 3 hours. Interest remains high for additional *Privacy Act* awareness sessions and we will respond positively to requests for awareness sessions.

Investigations

During 2005-2006, 31 complaints were filed with the Privacy Commissioner. The reasons for complaint were: 19 for time delays and 12 for refusal of access. Eleven time limit complaints were

completed during the reporting period, all were well founded. Seven privacy complaints were completed: four were not well founded; the other complaints were discontinued, resolved or settled during the course of the investigation.

ATIP institutional policies and procedures

Institutional policies and procedures will be developed to strengthen our Privacy Management Framework. Guidelines will provide the CBSA with clear and concise instructions concerning roles and responsibilities related to the ATIA and PA. Relevant policies and procedures will be posted on the intranet site.

Delegation of ministerial authority

Delegated authority to administer the Acts was confirmed by the Minister of Public Safety on April 28, 2006.

Significant changes in 2005-2006

The CBSA is continuing to invest in the ATIP organization. During the fourth quarter of the 2005-2006 fiscal year, the CBSA acquired modern case management and redaction software. At the end of the reporting period, staff had increased from 12 to 25. The relevant organization will continue to grow in the coming fiscal year upwards to 43. A consultant has also been contracted to help manage Immigration related Privacy requests. Another consultant has been contracted to further organizational design. It is expected that the new software and additional investment in staff and organizational/structural changes will enable the CBSA to expedite the processing of ATIP casework.

The CBSA and CIC both process requests related to information obtained for the administration or enforcement of the *Immigration and Refugee Protection Act.* The two agencies are actively exploring ways to reduce duplication of effort and to provide efficient services to Access and Privacy requestors.

Increase in combined ATIA and PA workload

During the reporting period, there has been a steady and substantial increase in the number of requests received, per month. The increase in new requests is expected to continue. This will result in additional challenges as the CBSA tries to respond to all requests in a timely manner.

Privacy Impact Assessment (PIA)

1. Advanced Passenger Information/Passenger Name Record (API/PNR)

The Advanced Passenger Information/Passenger Name Record (API/PNR) is a national program that enables the CBSA to assess the risk of travellers using API/PNR data before they arrive at Canada's eight major international airports. This risk assessment allows our officers to focus their attention on higher risk situations. A summary of the API/PNR PIA was posted on the CBSA public website in October 2005.

Stakeholders as well as representatives from Legal Services and the ATIP division have reviewed the PIA and are confident that the risks have been mitigated.

2. **Alternative Presentation Programs (APP)**

   Alternative Presentation Programs are voluntary programs, domestic and bi-national with the United States (US), that allow pre-approved low-risk members to meet their border clearance requirements quickly, which allows our officers to focus on unknown or potentially higher risk travelers.

   The PIA identified and addressed the privacy issues in the APP. Stakeholders as well as representatives from Legal Services and the ATIP division have reviewed the PIA and are confident that the risks have been mitigated.

3. **Free and Secure Trade (FAST)**

   FAST is a bi-national program that offers pre-approved importers, carriers and commercial truck drivers, border certainty and access to dedicated lanes and primary inspection lines.

   FAST allows for the movement of eligible goods across the border quickly and verification of trade compliance away from the border. Shipments for approved importers, transported by approved carriers using registered drivers, are cleared into Canada and the US with greater speed and certainty, and at a reduced cost of compliance.

   FAST allows approved commercial drivers to use FAST dedicated lanes, where available, in Canada and the US; cross the border with accelerated customs and immigration processing; and transport goods for FAST approved carriers and importers.

   The Commercial Driver Registration Program (CDRP) program allows approved drivers to carry Customs Self Assessment (CSA) shipments for CSA approved Carriers and importers into Canada only.

   The PIA for the CDRP identifies and addresses the privacy issues in the CSA and FAST Division's voluntary CDRP and FAST driver registration program. The CDRP program is a CBSA initiative while FAST is a bi-national program between the CBSA and the US Customs and Border Protection. Participation in the programs is voluntary and drivers are invited to apply by completing an application form.

   Stakeholders as well as representatives from Legal Services and the ATIP division have reviewed the PIA and are confident that risks have been mitigated.

4. **High-Risk Traveller Identification Initiative (HRTI)**

   The HRTI stems from the API/PNR program and provides Canada and the US with a clear framework in which API/PNR information will be shared between both countries. The objective of this initiative is to deter terrorism or terrorism-related crimes, or other serious crimes such as smuggling or trafficking of drugs and people. A summary of the HRTI PIA was posted on the public website in October 2005.

Stakeholders as well as representatives from Legal Services and the ATIP division have reviewed the PIA and are confident that the risks have been mitigated.

5. Integrated Primary Inspection Line (IPIL) submitted two PIAs:

A) Secondary Processing - The Secondary Processing component will "close the loop" on referrals made from IPIL and CANPASS Air by allowing CBSA staff to log results and acquit relevant secondary examination referrals.

The PIA identified the following potential risks:

- Control of Personal Information
- Compliance with Data Matching Policy
- Possible unauthorized use/disclosure of information
- Potential perception of loss of privacy by the traveling public

B) Passage History – The Integrated Cargo System Passage History provides a view of previous traveller passage through various modes of travel as captured using CBSA automated systems.

The PIA identified the following potential risks:

- Control of Personal Information
- Use of CBSA Immigration Secondary disposition results stored in Passage History
- Compliance with Data Matching Policy
- Potential perception of loss of privacy by the traveling public

The PIA has been sent to the Office of the Privacy Commissioner (OPC) with mitigation risk strategies.

6. LiveScan

LiveScan is an automated fingerprint system designed to capture fingerprints in an efficient and accurate manner without the use of ink. LiveScan is an enforcement initiative that will enhance capacity to electronically transmit fingerprint data to the RCMP/HQ, improve fingerprint quality, reduce response times, and safeguard fingerprint information. The OPC did identify a few issues that needed to be addressed and as a result, a LiveScan Privacy Notice was developed and all LiveScan sites were requested to post this Notice. The OPC reviewed the contents of the Notice and is satisfied that it addresses the concerns. The OPC raised minor additional concerns that are being addressed by the CBSA.

Preliminary Privacy Impact Assessment (PPIA)

1. Lost Stolen Fraudulent Documents (LSFD) module is part of the Field Operational Support System (FOSS), administered and managed by CIC, but accessible by CBSA officers engaged in immigration functions. The LSFD module was created to address the issue of unavailability of information on lost, stolen, and fraudulent documents due to the ad hoc and localized manner in which such information was previously collected. This initiative serves program integrity purposes and promotes national security.

   The PPIA found that the privacy risks were minimal, given that the personal information collected does not identify an individual to either CBSA or CIC, except for CIC-issued documents or where a foreign lost or stolen document is linked to a CIC/CBSA client.

PPIAs/PIAs sent to the Office of the Privacy Commissioner (OPC)

PIAs for APP, LiveScan and IPIL have been sent to the OPC. The PIA for APP however, has not been reviewed. The CBSA will be posting summaries of these PIAs on the CBSA Internet site shortly.

Data matching/sharing activities

The CBSA has not initiated any data matching and sharing activity projects or programs over the last fiscal year.

Information on Privacy Impact Assessments and Preliminary Privacy Impact Assessments

The CBSA will build a Privacy Framework website that will assist CBSA officials in having the required tools, information and assistance in determining if a PIA is required, and guidance on how to complete PPIAs and PIAs.

Overview of disclosures under subsection 8(2)

During this reporting period disclosures were made by the CBSA, under paragraphs (e) and (f), to Investigative Bodies and to other governments under agreements or arrangements in the course of investigations or enforcement of any law. The CBSA has not disclosed information under paragraph (m). Presently there is no tracking for disclosures made under the other provisions of 8(2), therefore new protocols to ensure the CBSA can further report on related activities may be required.

Office of the Inspector General of the Canadian Security Intelligence Service

Departmental organization of ATIP activities

The administration of access to information and privacy activities has been assigned, under the direction of the Inspector General, to a coordinator. The ATIP Coordinator is responsible for dealing with all access requests and any matters of an administrative nature arising in respect of both the *Access to Information Act* and the *Privacy Act*. The approval of exemptions remains the direct responsibility of the Inspector General or the Assistant Inspector General.

Each step in the processing of a request made under either Act is recorded on a tracking document. All records relating to the processing of a request are filed in the records access request file, which is retained for a minimum of two years.

Legal Services is consulted as required regarding the administration of the Acts and with respect to access requests made under either Act dealt with by the Office of the Inspector General (OIG). CSIS is usually consulted as well, by reason of the relationship that exists between its records and those of the OIG.

ATIP implementation

The public reading room for the OIG is located in the shared facility for this purpose at the Public Safety and Emergency Preparedness Canada headquarters, on the ground floor of the Sir Wilfrid Laurier Building, 340 Laurier Avenue West, Ottawa.

The OIG records system is capable of accommodating the objectives and the requirements of the ATIP legislation and relevant government policies.

Administration of the *Access to Information Act*

Statistical reports – interpretation/explanation

The OIG received eight requests under the *Access to Information Act*, seven of which were completed within the 30-day statutory period. The OIG required one extension to consult with another institution. In three cases, partial records were disclosed. In the other five cases, the OIG responded that it had no records. On one occasion, the OIG was consulted by another government organization responding to a request under the *Access to Information Act*.

Investigations

There were no complaints during the reporting period.

Administration of the *Privacy Act*

Statistical reports – interpretation/explanations

The OIG received three requests under the *Privacy Act* during the reporting period. In each case it was necessary to invoke section 16(2) of the *Privacy Act*, which permits an institution to neither confirm nor deny the existence of requested records.

Investigations

There were no complaints during the reporting period.

Use and disclosure

The use and disclosure of personal information is governed by the Act, Treasury Board policy, and the Inspector General's mandate under the *CSIS Act*.

Privacy Impact Assessment (PIA)

There were no Privacy Impact Assessments during the reporting period.

Royal Canadian Mounted Police
External Review Committee

Departmental organization of ATIP activities

Because of the small size of the RCMP External Review Committee (ERC) and of the small number of requests, all ATIP-related functions are performed by the Executive Director and the Manager, Administrative Services. The Committee processes requests as follows:

- the requested information is identified and localized;
- the requests are examined to see if they should be transferred to another government institution with a 'greater interest';
- possible exemptions are considered;
- a copy of the non-exempt information is prepared and forwarded to the requester with a transmittal letter; and,
- the requests and all related documentation are filed in the Committee's ATIP registry.

ATIP implementation

Implementation and training

All information about the ATIP program is routinely circulated to all staff.

The Committee's reading room is located at the Public Safety Public Reading Room, on the ground floor of the Sir Wilfrid Laurier Building, 340 Laurier Avenue West, in Ottawa.

Administration of the *Access to Information Act*

Statistical reports – interpretation/explanations

The RCMP External Review Committee received a total of 5 requests under the *Access to Information Act*. The disposition of these requests is as follows:

All disclosed	1
Disclosed in part	0
Excluded	0
Exempt	0
Transferred	4
Unable to process	0
Abandoned	0
Treated informally	0
Total	**5**

*Please refer to the Appendix for a complete statistical report.

The Committee transferred 4 requests to the Royal Canadian Mounted Police (RCMP) Access to Information Coordinator because the Committee did not possess the requested information. The applicants were advised accordingly.

Two requests received during the period were from the public, two were from the business sector, and one was from the academic sector.

During the reporting period, the Committee received five consultations from other government institutions.

Formal/informal interface

The text of all the Committee's requests was electronically entered into the Coordination of Access to Information Requests (CAIR) system, in accordance with its policy and approved practices, and as per Treasury Board Implementation Report no. 80 on Access to Information and Privacy.

The Committee regularly disseminates information through its quarterly newsletter Communiqué, its annual report and communications activities. Staff also responds to phone calls about the Committee's procedures.

Institutional policies

The Committee relies on existing Treasury Board guidelines.

Investigation

The Committee has not been the object of complaints to the Information Commissioner during the period.

User Fees Act

The RCMP External Review Committee collected a total of $5 in fees during the reporting period. This will also be reported in the Departmental Performance Report.

Administration of the *Privacy Act*

Statistical reports – interpretation/explanations

The RCMP External Review Committee received ten requests under the *Privacy Act*. The disposition of the requests is as follows:

All disclosed	1
Disclosed in part	0
Excluded	0
Exempt	0
Unable to process	0
Abandoned	0
Transferred	8
Carried forward	1
Total	**10**

*Please refer to the Appendix for a complete statistical report.

Eight requests were transferred to the RCMP; it was determined that that organization would likely have any existing records. The applicants were advised accordingly.

One request is being carried over until the Chair of the ERC determines if the applicant is an interested party in receiving the requested document. The applicant was advised accordingly.

Formal/informal interface

The Committee did not disclose personal information on an informal basis during the period.

Institutional policies

The Committee relies on existing Treasury Board guidelines.

Investigations

The RCMP External Review Committee was not the object of complaints to the Privacy Commissioner during the period.

Sub-section 8(2)

No disclosures were made pursuant to subsection 8(2) of the *Privacy Act* during the fiscal year. As well, no new data matching or sharing activities were undertaken.

Use and disclosure

All personal information is compartmentalized, and access is controlled, to ensure it will only be used for the purpose for which it was collected. Disclosure is limited to two categories: as prescribed in the RCMP Act, or as required for recognized internal administrative purposes.

Privacy Impact Assessment (PIA)

No PIA's or Preliminary PIA's were undertaken by the RCMP External Review Committee during the reporting period.

Commission for Public Complaints Against the Royal Canadian Mounted Police (CPC)

Departmental organization of ATIP activities

The processing of ATIP requests is carried out by the Chief Information Officer who also serves as the CPC's Access to Information and Privacy Coordinator. Upon receipt of a request, staff in the Records office creates a file. The Coordinator undertakes a search for the relevant records. Once the relevant documents have been retrieved, the Coordinator reviews them and prepares the records for disclosure. When necessary, legal advice is obtained. Following the approval of the application of the legislation by an official delegated by the Chair of the CPC, the Coordinator discloses the records, or takes other appropriate action.

The recommended application of the legislation is entered on either the Access or Privacy Record of Decision. The approval of the Chair or his/her delegate is also entered on the Record of Decision.

Consultations take place when required, or when requested by another government institution.

Most consultations are with the RCMP. Other departments occasionally consulted are Public Safety and Emergency Preparedness Canada, Foreign Affairs, the Privy Council Office and Justice Canada. The CPC normally follows the department's suggestions with respect to disclosure and exemptions.

ATIP implementation

The CPC has created a new position of Chief Information Officer (CIO). The CIO is responsible for ensuring that the Management of Government Information policies and practices are implemented. This includes ensuring that new staff is provided with advice and training concerning ATIP. The position was filled on December 9, 2005. Up to that point a consultant handled all the ATIP processing requirements.

The acquisition of ATIP Flow, in the summer of 2005, has enhanced the ATIP office's ability to keep management abreast of the status of ATIP requests as well as allowing the office to improve the quality and consistency of processing and responding to these requests.

The reading room of Public Safety and Emergency Preparedness Canada is located at 340 Laurier Avenue West, Ottawa and it is used by the CPC as its reading room.

Administration of the *Access to Information Act*

Statistical reports – interpretation/explanations

The Commission for Public Complaints Against the RCMP received a total of eight requests under the *Access to Information Act*. The disposition of these requests is as follows:

All disclosed	0
Disclosed in part	5
Excluded	0
Exempt	0
Transferred	1
Unable to process	0
Abandoned	1
Treated informally	1
Total	**8**

No extensions were required to complete the processing of the five requests.

Institutional policies

The only related institutional policy is the CPC's Security Policy, which uses some of the exemptions and exclusions from the ATIP legislation, as a means of determining the classification or designation level required for a record.

Investigations

No access complaints were filed against the CPC during this reporting period.

Administration of the *Privacy Act*

Statistical reports – interpretation/explanations

The Commission for Public Complaints Against the RCMP received ten requests under the *Privacy Act*, with two requests outstanding from the previous period. The disposition of these requests is as follows:

All disclosed	0
Disclosed in part	5
Excluded	0
Exempt	0
Unable to process	2
Abandoned	2
Transferred	0
Carried forward	1
Total	**10**

Extensions for consultations were required to complete processing for three of the requests.

Institutional policies

The only related institutional policy is the CPC's Security Policy, which uses some of the exemptions and exclusions from the ATIP legislation, as a means of determining the classification or designation level required for a record.

Investigations

One complaint was received during the reporting period.

Use and disclosure

Personal information is only used for the purpose for which it was collected by the CPC. The CPC has only one program, which involves the review of complaints referred to the CPC by individuals dissatisfied with the disposition of their complaints by the RCMP.

The management of the CPC has been thoroughly briefed on the application of the *Privacy Act* and is regularly reminded that records containing personal information must be marked with the designation PROTECTED – Personal Information.

Privacy Impact Assessment (PIA)

No Privacy Impact Assessments or Preliminary Privacy Impact Assessments were initiated or completed during the reporting period.

8(2) Disclosures

Personal information was provided in to the Office of the Auditor General in response to a request under section 8(2)(b).

Data matching and sharing activities

No new data matching and sharing activities were undertaken during the reporting period.

Office of the Correctional Investigator

Departmental organization of ATIP activities

The administration of access to information and privacy activities is the responsibility of the ATIP Coordinator, who handles all access and privacy requests and any matters of an administrative nature arising in respect of both Acts. The approval of exemptions is the responsibility of the Coordinator and the Correctional Investigator.

Consultation is frequently necessary with the Correctional Service of Canada.

ATIP implementation

The ATIP Coordinator's position has been vacant since July 2005. To fulfil the ATIP requirements a consultant has been contracted on an as required basis. Meanwhile the Coordinator of Corporate Services and Planning is identified as the point of contact for all ATIP related issues.

The Office of the Correctional Investigator (OCI) shares a reading room with the Department of Public Safety located at 340 Laurier Avenue West, Ottawa.

Administration of the *Access to Information Act*

Statistical report – interpretation/explanations

Please refer to the appendix for a complete statistical report.

Thirteen formal access requests were received during the course of the reporting period. One request was responded to informally, one was withdrawn and in two cases the requested information was outside the scope of this institution and we were unable to process. In the remaining cases records were provided either in their entirety or subject to exemptions, principally related to personal information and security of penal institutions. Four Access consultations were received from other agencies or departments.

Formal/informal interface

The OCI continues to respond to requests informally especially where information in the public interest would satisfy the request.

Institutional policies

Policies with respect to ATI criteria for exemption under paragraphs 16(1)(c) and (d), were adopted during the previous fiscal year and applied where necessary to the requests that we received. The OCI continues to monitor their appropriateness.

Investigations

There were no complaints lodged with the Information Commissioner relating any Access to Information requests processed during fiscal year 2005/2006.

Administration of the *Privacy Act*

Statistical report – interpretation/explanations

Please refer to the appendix for a complete statistical report.

The Correctional Investigator received ten requests under the *Privacy Act* in 2005-2006. Two requests were carried over from the previous fiscal year. The processing of these requests is as follows:

All disclosed	3
Disclosed in part	4
Exempt	0
Does not exist	0
Incomplete (carried over to next fiscal year)	3
Total	**10**

8(2) Disclosures

There were no requests for disclosures under 8(2) of the Act during 2005-2006.

Institutional policies

The OCI provides guidance to staff in processing privacy requests through the Policies and Procedures Manual.

Investigations

There were no investigations with respect to 2005-2006 requests; however, one complaint investigation relating to 2003-2004 requests was resolved this year.

Privacy Impact Assessment (PIA)

There were no PIA's or Preliminary PIA's initiated or completed during the past reporting year.

Use and disclosure and data matching

All personal information is collected in the investigations of offender complaints and is used only for that purpose. There are no data matching activities associated with any of these records.

Appendix

Statistical Reports

Departments and Agencies

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	Canada Border Services Agency (CBSA)			Reporting period / Période visée par le rapport 2005-2006	
Source	Media / Médias	Academia / Secteur universitaire	Business / Secteur commercial	Organization / Organisme	Public
	37	8	59	30	546

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	670
Outstanding from previous period / En suspens depuis la période antérieure	175
TOTAL	845
Completed during reporting period / Traitées pendant la période visées par le rapport	402
Carried forward / Reportées	443

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	98	6.	Unable to process / Traitement impossible	75
2.	Disclosed in part / Communication partielle	143	7.	Abandoned by applicant / Abandon de la demande	77
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	3	TOTAL		402
5.	Transferred / Transmission	5			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	16	S. Art 15(1)(a)	29	S. Art. 18(b)	0	S. Art. 21(1)(a)	2
(b)	1	(b)	25	(c)	0	(b)	13
(c)	13	(c)	44	(d)	1	(c)	1
(d)	10	(d)	0	S. Art. 19(1)	109	(d)	5
S. Art. 14	0	S. Art. 16(2)	22	S. Art. 20(1)(a)	0	S. Art.22	7
S. 15(1) Art. International rel. / Relations interm.	26	S. Art. 16(3)	0	(b)	3	S. Art 23	7
Defence / Défense	0	S. Art. 17	4	(c)	1	S. Art. 24	19
Subversive activities / Activités subversives	1	S. Art. 18(a)	0	(d)	1	S. Art 26	2

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	1	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	1

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	156
31 to 60 days / De 31 à 60 jours	75
61 to 120 days / De 61 à 120 jours	51
121 days or over / 121 jours ou plus	120

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	16	6
Consultation	7	12
Third party / Tiers	0	0
TOTAL	23	18

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	235
Examination / Examen de l'original	0
Copies and examination / Copies et examen	6

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	3005.00	Preparation / Préparation	0
Reproduction	619.40	Computer processing / Traitement informatique	0
Searching / Recherche	2585.00	TOTAL	06209.40

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	0	$ 0
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	451,260
Administration (O and M) / Administration (fonctionnement et maintien)	$	172,830
TOTAL	$	624,090

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	9.84

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
Canada Border Services Agency (CBSA)	2005-2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	693
Outstanding from previous period / En suspens depuis la période antérieure	185
TOTAL	878
Completed during reporting period / Traitées pendant la période visées par le rapport	458
Carried forward / Reportées	420

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	46
2.	Disclosed in part / Communication partielle	279
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	4
5.	Unable to process / Traitement impossible	50
6.	Abandonned by applicant / Abandon de la demande	75
7.	Transferred / Transmission	3
	TOTAL	458

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	36
(b)	5
(c)	31
(d)	29
S. Art. 20	0
S. Art. 21	45
S. Art. 22(1)(a)	93
(b)	165
(c)	1
S. Art. 22(2)	3
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	3
Art. 26	222
S. Art. 27	9
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	158
31 to 60 days / De 31 à 60 jours	77
61 to 120 days / De 61 à 120 jours	41
121 days or over / 121 jours ou plus	182

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	78	
Translation / Traduction	0	0
TOTAL	78	

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	322
Examination / Examen de l'original	5
Copies and examination / Copies et examen	2

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	31
Corrections made / Corrections effectuées	12
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	476,352
Administration (O and M) / Administration (fonctionnement et maintien)	$	175,014
TOTAL	$	651,366

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	16.20 0

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution / Institution	Reporting period / Période visée par le rapport
COMMISSION FOR PUBLIC COMPLAINTS AGAINST THE RCMP COMMISSION DES PLAINTES DU PUBLIC CONTRA LA GENDARMARIE ROYALE DU CANADA	4/1/2005 to/à 3/31/2006

Source	Media / Médias	Academia / Secteur universitatire	Business / Secteur commercial	Organization / Organisme	Public
	1	0	2	0	5

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	8
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	8
Completed during reporting period / Traitées pendant la période visées par le rapport	8
Carried forward / Reportées	0

II Disposiiton of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	0	6.	Unable to process / Traitement impossible	0
2.	Disclosed in part / Communication partielle	5	7.	Abandoned by applicant / Abandon de la demande	1
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		**TOTAL**	8
5.	Transferred / Transmission	1			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	1
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	2	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. 15(1) International rel. / Art. Relations interm.	0	S. Art. 16(3)	0	(b)	2	S. Art 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	8
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	0

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	6
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$25.00	Preparation / Préparation	$0.00
Raproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	**TOTAL**	$25.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	0	$ 0.00
Over $25.00 / De plus de 25 $	0	$ 0.00

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	12,000.00
Administration (O and M) / Administration (fonctionnement et maintien)	$	7,298.00
TOTAL	$	19,298.00

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.33

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution / Institution	Reporting period / Période visée par le rapport
COMMISSION FOR PUBLIC COMPLAINTS AGAINST THE RCMP COMMISSION DES PLAINTES DU PUBLIC CONTRA LA GENDARMARIE ROYALE DU CANADA	4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	10
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	10
Completed during reporting period / Traitées pendant la période visées par le rapport	9
Carried forward / Reportées	1

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	0
2.	Disclosed in part / Communication partielle	5
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	2
6.	Abandonned by applicant / Abandon de la demande	2
7.	Transferred / Transmission	0
TOTAL		9

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	1
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	2
(b)	2
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	5
S. Art. 27	1
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	7
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	2

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	3	0
Translation / Traduction	0	0
TOTAL	3	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	5
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 16,000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 10,946
TOTAL	$ 29,946

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.66

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution			Reporting period / Période visée par le rapport
CORRECTIONAL SERVICES CANADA SERVICE CORRECTIONNEL CANADA	ACCESS ACCESS		4/1/2005 to/à 3/31/2006

Source	Media / Médias	Academia / Secteur universitatire	Business / Secteur commercial	Organization / Organisme	Public
	105	2	67	55	271

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	500
Outstanding from previous period / En suspens depuis la période antérieure	79
TOTAL	579
Completed during reporting period / Traitées pendant la période visées par le rapport	516
Carried forward / Reportées	63

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	137	6.	Unable to process / Traitement impossible	58
2.	Disclosed in part / Communication partielle	220	7.	Abandoned by applicant / Abandon de la demande	45
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	2	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	26		**TOTAL**	**516**
5.	Transferred / Transmission	28			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	2	S. Art 16(1)(a)	43	S. Art. 18(b)	0	S. Art. 21(1)(a)	34
(b)	0	(b)	2	(c)	0	(b)	19
(c)	9	(c)	25	(d)	3	(c)	3
(d)	(d) 18 (e) 0	(d)	62	S. Art. 19(1)	218	(d)	15
S. Art. 14	(a) 0 (b) 0	S. Art. 16(2)	15	S. Art. 20(1)(a)	5	S. Art.22	6
S. 15(1) Art. International rel. / Relations interm.	0	S. Art. 16(3)	1	(b)	19	S. Art 23	28
Defence / Défense	0	S. Art. 17	16	(c)	14	S. Art. 24	2
Subversive activities / Activités subversives	0	S. Art. 18(a)	3	(d)	4	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	1	S. Art. 69(1)(c)	1
(b)	0	(d)	1
(c)	0	(e)	0
S. Art. 69(1)(a)	1	(f)	0
(b)	0	(g)	3

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	411
31 to 60 days / De 31 à 60 jours	65
61 to 120 days / De 61 à 120 jours	39
121 days or over / 121 jours ou plus	1

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	17	39
Consultation	24	9
Third party / Tiers	2	12
TOTAL	43	60

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	353
Examination / Examen de l'original	3
Copies and examination / Copies et examen	1

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$2,030.00	Preparation / Préparation	$0.00
Reproduction	$235.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$1,207.50	**TOTAL**	$3,472.50

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	84	$ $478.60
Over $25.00 / De plus de 25 $	4	$ $300.00

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ $664,349.00
Administration (O and M) / Administration (fonctionnement et maintien)	$30,505.00
TOTAL	$ $694,854.00

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	11

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution			Reporting period / Période visée par le rapport
CORRECTIONAL SERVICES CANADA SERVICE CORRECTIONNEL CANADA	PRIVACY VIE PRIVÉE		4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	7,683
Outstanding from previous period / En suspens depuis la période antérieure	1,580
TOTAL	9,263
Completed during reporting period / Traitées pendant la période visées par le rapport	8,745
Carried forward / Reportées	518

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	2,837
2.	Disclosed in part / Communication partielle	4,648
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	34
5.	Unable to process / Traitement impossible	1,075
6.	Abandonned by applicant / Abandon de la demande	106
7.	Transferred / Transmission	45
TOTAL		8,745

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	27
(b)	10
(c)	270
(d)	737
S. Art. 20	0
S. Art. 21	4
S. Art. 22(1)(a)	1,282
(b)	673
(c)	500
S. Art. 22(2)	2
S. Art. 23 (a)	0
(b)	0
S. Art. 24	925
S. Art. 25	56
S. Art. 26	3,020
S. Art. 27	58
S. Art. 28	4

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	5,145
31 to 60 days / De 31 à 60 jours	1,676
61 to 120 days / De 61 à 120 jours	470
121 days or over / 121 jours ou plus	1,454

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	1	0
Consultation	224	0
Translation / Traduction	0	0
TOTAL	225	0

VII Translations / Traductions

Translations requested / Traductions demandées		1
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	1

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	5,731
Examination / Examen de l'original	1,469
Copies and examination / Copies et examen	285

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	27
Corrections made / Corrections effectuées	7
Notation attached / Mention annexée	10

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 1,378,230.00
Administration (O and M) / Administration (fonctionnement et maintien)	$ 74,877.00
TOTAL	**$ 1,453,107.00**

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	27

Institution	Canadian Security Intelligence Service / Service Canadien du Renseignement de Sécurité			Reporting period / Période visée par le rapport 4/1/2005 to/à 3/31/2006	
Source	Media / Médias 69	Academia / Secteur universitaire 3	Business / Secteur commercial 15	Organization / Organisme 0	Public 20

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	107
Outstanding from previous period / En suspens depuis la période antérieure	19
TOTAL	126
Completed during reporting period / Traitées pendant la période visées par le rapport	104
Carried forward / Reportées	22

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	2	6.	Unable to process / Traitement impossible	26
2.	Disclosed in part / Communication partielle	59	7.	Abandoned by applicant / Abandon de la demande	3
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	13		**TOTAL**	**104**
5.	Transferred / Transmission	1			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	47	S. Art 16(1)(a)	12	S. Art. 18(b)	0	S. Art. 21(1)(a)	3
(b)	0	(b)	6	(c)	0	(b)	0
(c)	0	(c)	2	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	53	(d)	0
S. Art. 14	0	S. Art. 15(2)	5	S. Art. 20(1)(a)	0	S. Art.22	0
S. Art. 15(1) International rel. / Relations intern.	1	S. Art. 16(3)	0	(b)	0	S. Art 23	6
Defence / Défense	71	S. Art. 17	0	(c)	0	S. Art. 24	1
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	2

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	2	(f)	0
(b)	0	(g)	2

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	38
31 to 60 days / De 31 à 60 jours	29
61 to 120 days / De 61 à 120 jours	17
121 days or over / 121 jours ou plus	20

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	12	24
Consultation	2	9
Third party / Tiers	0	0
TOTAL	14	33

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	6
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$525.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	**TOTAL**	$525.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	52	$ **$421.05**
Over $25.00 / De plus de 25 $	7	$ **$546.80**

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$
Administration (O and M) / Administration (fonctionnement et maintien)	$
TOTAL	$

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	

Institution	Canadian Security Intelligence Service / Service Canadien du Renseignement de Sécurité	Reporting period / Période visée par le rapport 4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	394
Outstanding from previous period / En suspens depuis la période antérieure	21
TOTAL	415
Completed during reporting period / Traitées pendant la période visées par le rapport	387
Carried forward / Reportées	28

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	2
2.	Disclosed in part / Communication partielle	91
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	53
5.	Unable to process / Traitement impossible	237
6.	Abandonned by applicant / Abandon de la demande	3
7.	Transferred / Transmission	0
TOTAL		387

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	50
S. Art. 19(1)(a)	32
(b)	0
(c)	0
(d)	0
S. Art. 20	1
S. Art. 21	108
S. Art. 22(1)(a)	0
(b)	8
(c)	1
S. Art. 22(2)	0
S. Art. 23 (a)	9
(b)	1
S. Art. 24	0
S. Art. 25	8
	83
S. Art. 27	12
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	290
31 to 60 days / De 31 à 60 jours	85
61 to 120 days / De 61 à 120 jours	10
121 days or over / 121 jours ou plus	2

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	22	0
Consultation	10	0
Translation / Traduction	0	0
TOTAL	32	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	93
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$
Administration (O and M) / Administration (fonctionnement et maintien)	$
TOTAL	$

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
RCMP External Review Committee / Comité externe d'examen de la GRC	2005-2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	10
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	10
Completed during reporting period / Traitées pendant la période visées par le rapport	9
Carried forward / Reportées	1

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	1
2.	Disclosed in part / Communication partielle	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	0
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	8
TOTAL		9

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	0
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	9
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	0	1
Translation / Traduction	0	0
TOTAL	0	1

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	1
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 1000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 100
TOTAL	**$ 1100**

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.5

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	RCMP External Review Committee / Comité externe d'examen de la GRC			Reporting period / Période visée par le rapport 2005-2006	
Source	Media / Médias	Academia / Secteur universitatire 1	Business / Secteur commercial 2	Organization / Organisme	Public 2

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	5
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	5
Completed during reporting period / Traitées pendant la période visées par le rapport	5
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	1	6.	Unable to process / Traitement impossible	0
2.	Disclosed in part / Communication partielle	0	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0	**TOTAL**		5
5.	Transferred / Transmission	4			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. 15(1) Art. International rel. / Relations interm.	0	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	5
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	0

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	1
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	5	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	**TOTAL**	5

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	0	$ 0
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 500
Administration (O and M) / Administration (fonctionnement et maintien)	$ 50
TOTAL	$ 550

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	.05

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
Royal Canadian Mounted Police Gendarmerie Royale du Canada	4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	1,586
Outstanding from previous period / En suspens depuis la période antérieure	663
TOTAL	2,249
Completed during reporting period / Traitées pendant la période visées par le rapport	1,631
Carried forward / Reportées	618

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	88
2.	Disclosed in part / Communication partielle	1,140
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	59
5.	Unable to process / Traitement impossible	209
6.	Abandonned by applicant / Abandon de la demande	127
7.	Transferred / Transmission	8
TOTAL		1,631

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	4
S. Art. 19(1)(a)	47
(b)	13
(c)	190
(d)	71
S. Art. 20	0
S. Art. 21	3
S. Art. 22(1)(a)	719
(b)	554
(c)	4
S. Art. 22(2)	2
S. Art. 23 (a)	19
(b)	1
S. Art. 24	0
S. Art. 25	7
S. Art. 26	1,002
S. Art. 27	60
S. Art. 28	27

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	1
(b)	0
S. Art. 70(1)(a)	1
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	219
31 to 60 days / De 31 à 60 jours	184
61 to 120 days / De 61 à 120 jours	244
121 days or over / 121 jours ou plus	984

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	28	0
Consultation	0	0
Translation / Traduction	0	0
TOTAL	28	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	1,219
Examination / Examen de l'original	5
Copies and examination / Copies et examen	3

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	8
Corrections made / Corrections effectuées	5
Notation attached / Mention annexée	5

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 893,729.3
Administration (O and M) / Administration (fonctionnement et maintien)	$ 158,608.2
TOTAL	**$ 1,052,337.5**

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	20.82

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	Royal Canadian Mounted Police Gendarmerie Royale du Canada			Reporting period / Période visée par le rapport 4/1/2005 to/à 3/31/2006	
Source	Media / Médias 172	Academia / Secteur universitatire 5	Business / Secteur commercial 185	Organization / Organisme 30	Public 532

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	924
Outstanding from previous period / En suspens depuis la période antérieure	419
TOTAL	1,343
Completed during reporting period / Traitées pendant la période visées par le rapport	860
Carried forward / Reportées	483

II Dispositon of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	82	6.	Unable to process / Traitement impossible	149
2.	Disclosed in part / Communication partielle	398	7.	Abandoned by applicant / Abandon de la demande	146
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1	8.	Treated informally / Traitement non officiel	3
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	70		**TOTAL**	**860**
5.	Transferred / Transmission	11			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	28	S. Art 16(1)(a)	372	S. Art. 18(b)	0	S. Art. 21(1)(a)	35
(b)	4	(b)	57	(c)	1	(b)	9
(c)	64	(c)	79	(d)	4	(c)	1
(d)	26	(d)	3	S. Art. 19(1)	318	(d)	1
S. Art. 14	4	S. Art. 16(2)	163	S. Art. 20(1)(a)	2	S. Art.22	1
S. 15(1) Art. International rel. / Relations interm.	0	S. Art. 16(3)	1	(b)	1	S. Art 23	27
Defence / Défense	24	S. Art. 17	4	(c)	5	S. Art. 24	1
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	2	S. Art 26	7

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	2	S. Art. 69(1)(c)	4
(b)	0	(d)	0
(c)	0	(e)	2
S. Art. 69(1)(a)	8	(f)	1
(b)	1	(g)	7

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	75
31 to 60 days / De 31 à 60 jours	62
61 to 120 days / De 61 à 120 jours	107
121 days or over / 121 jours ou plus	616

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	21
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	21

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	483
Examination / Examen de l'original	2
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	4,905.00	Preparation / Préparation	0.00
Reproduction	25.00	Computer processing / Traitement informatique	5.00
Searching / Recherche	310.00	**TOTAL**	5,245.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	14	$ 70.00
Over $25.00 / De plus de 25 $	2	$ 762.80

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 471,249.00
Administration (O and M) / Administration (fonctionnement et maintien)	$ 83,631.60
TOTAL	$ 554,880.60

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	10.98

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
PUBLIC SAFETY AND EMERGENCY PREPAREDNESS CANADA SÉCURITÉ PUBLIQUE ET PROTECTION CIVILE CANADA	4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	11
Outstanding from previous period / En suspens depuis la période antérieure	6
TOTAL	17
Completed during reporting period / Traitées pendant la période visées par le rapport	17
Carried forward / Reportées	0

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	2
2.	Disclosed in part / Communication partielle	3
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	12
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	0
TOTAL		17

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	1
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	6
S. Art. 22(1)(a)	6
(b)	6
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	1
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	10
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	5
121 days or over / 121 jours ou plus	2

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	6	0
Consultation	1	0
Translation / Traduction	0	0
TOTAL	7	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	5
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 14,044.00
Administration (O and M) / Administration (fonctionnement et maintien)	$ 1,895.00
TOTAL	$ 15,939.00

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.30

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution				Reporting period / Période visée par le rapport
PUBLIC SAFETY AND EMERGENCY PREPAREDNESS CANADA SÉCURITÉ PUBLIQUE ET PROTECTION CIVILE CANADA				4/1/2005 to/à 3/31/2006
Source	Media / Médias 107	Academia / Secteur universitatire 8	Business / Secteur commercial 10	Organization / Organisme 12	Public 35

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	172
Outstanding from previous period / En suspens depuis la période antérieure	46
TOTAL	218
Completed during reporting period / Traitées pendant la période visées par le rapport	164
Carried forward / Reportées	54

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	27	6.	Unable to process / Traitement impossible	42
2.	Disclosed in part / Communication partielle	77	7.	Abandoned by applicant / Abandon de la demande	14
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	1	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		**TOTAL**	**164**
5.	Transferred / Transmission	3			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	20	S. Art 16(1)(a)	23	S. Art. 18(b)	3	S. Art. 21(1)(a)	43
(b)	1	(b)	6	(c)	0	(b)	31
(c)	5	(c)	5	(d)	1	(c)	17
(d)	1	(d)	0	S. Art. 19(1)	42	(d)	12
S. Art. 14	18	S. Art. 16(2)	9	S. Art. 20(1)(a)	1	S. Art.22	0
S. 15(1) Art. International rel. / Relations interm.	4	S. Art. 16(3)	0	(b)	3	S. Art 23	20
Defence / Défense	47	S. Art. 17	3	(c)	3	S. Art. 24	2
Subversive activities / Activités subversives	1	S. Art. 18(a)	3	(d)	1	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	6
(c)	0	(e)	18
S. Art. 69(1)(a)	5	(f)	1
(b)	0	(g)	29

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	78
31 to 60 days / De 31 à 60 jours	17
61 to 120 days / De 61 à 120 jours	21
121 days or over / 121 jours ou plus	48

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	3	14
Consultation	11	42
Third party / Tiers	0	0
TOTAL	14	56

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	103
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$830.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$370.25	**TOTAL**	$1,200.25

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	81	**$464.20**
Over $25.00 / De plus de 25 $	30	**$1,521.20**

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	**$ 289,453.00**
Administration (O and M) / Administration (fonctionnement et maintien)	**$ 17,058.00**
TOTAL	**$ 306,511.00**

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	**4.70**

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
NATIONAL PAROLE BOARD COMMISSION NATIONALE DES LIBÉRATIONS CONDITIONNELLES	4/1/2005 to/à 3/31/2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	614
Outstanding from previous period / En suspens depuis la période antérieure	13
TOTAL	627
Completed during reporting period / Traitées pendant la période visées par le rapport	597
Carried forward / Reportées	30

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	25
2.	Disclosed in part / Communication partielle	113
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	455
6.	Abandonned by applicant / Abandon de la demande	2
7.	Transferred / Transmission	2
TOTAL		597

III Exemptions Invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	8
(b)	1
(c)	25
(d)	59
S. Art. 20	0
S. Art. 21	1
S. Art. 22(1)(a)	58
(b)	22
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	29
S. Art. 25	1
S. Art. 26	103
S. Art. 27	12
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	528
31 to 60 days / De 31 à 60 jours	63
61 to 120 days / De 61 à 120 jours	6
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	1	0
Consultation	72	0
Translation / Traduction	0	0
TOTAL	73	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	138
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	4
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 203,624.0
Administration (O and M) / Administration (fonctionnement et maintien)	$ 70,345.0
TOTAL	$ 273,969.0

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	3.5

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution / Institution				Reporting period / Période visée par le rapport
NATIONAL PAROLE BOARD / COMMISSION NATIONALE DES LIBÉRATIONS CONDITIONNELLES				4/1/2005 to/à 3/31/2006
Source	Media / Médias	Academia / Secteur universitatire	Business / Secteur commercial	Organization / Organisme	Public
	2	0	1	1	29

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	33
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	33
Completed during reporting period / Traitées pendant la période visées par le rapport	31
Carried forward / Reportées	2

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	13	6.	Unable to process / Traitement impossible	6
2.	Disclosed in part / Communication partielle	11	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		TOTAL	31
5.	Transferred / Transmission	1			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	0
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	1	S. Art. 19(1)	11	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. Art. 15(1) international rel. / Relations intern.	0	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	0	S. Art. 17	0	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	31
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	0	0
Third party / Tiers	0	0
TOTAL	0	0

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	24
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$145.00	Preparation / Préparation	$0.00
Reproduction	$0.00	Computer processing / Traitement informatique	$0.00
Searching / Recherche	$0.00	TOTAL	$145.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	4	$ 25.80
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	40,000.0
Administration (O and M) / Administration (fonctionnement et maintien)	$	0.0
TOTAL	$	40,000.0

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	1.50

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
Office of the Correctional Investigator OCI	1 April 2005 – 31 March 2006

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	10
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	10
Completed during reporting period / Traitées pendant la période visées par le rapport	7
Carried forward / Reportées	3

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	3
2.	Disclosed in part / Communication partielle	4
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	0
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	0
TOTAL		7

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	1
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	5
S. Art. 27	3
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	2
31 to 60 days / De 31 à 60 jours	5
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Intérruption des opérations	0	0
Consultation	5	0
Translation / Traduction	0	0
TOTAL	5	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	7
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 12000
Administration (O and M) / Administration (fonctionnement et maintien)	$ 2000
TOTAL	$ 14000

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	.4

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution		Reporting period / Période visée par le rapport
OCI	Office of the Correctional Investigator	1 April 2005 to 31 March 2006

Source	Media / Médias	Academia / Secteur universitatire	Business / Secteur commercial	Organization / Organisme	Public
	2	0	4	2	5

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	13
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	13
Completed during reporting period / Traitées pendant la période visées par le rapport	13
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	4	6.	Unable to process / Traitement impossible	2
2.	Disclosed in part / Communication partielle	5	7.	Abandoned by applicant / Abandon de la demande	1
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	1
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		**TOTAL**	13
5.	Transferred / Transmission	0			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	0	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	0	(c)	0	(b)	2
(c)	0	(c)	0	(d)	0	(c)	0
(d)	0	(d)	2	S. Art. 19(1)	3	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. 15(1) Art. International rel. / Relations interm.	1	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	0	S. Art. 17	1	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	0	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	9
31 to 60 days / De 31 à 60 jours	4
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	3	0
Third party / Tiers	0	0
TOTAL	3	0

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	8
Examination / Examen de l'original	0
Copies and examination / Copies et examen	1

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$45.00	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	**TOTAL**	0

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	8	$ $31.60
Over $25.00 / De plus de 25 $	1	$ $78.80

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	12000
Administration (O and M) / Administration (fonctionnement et maintien)	$	5000
TOTAL	$	17000

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	.5

Government of Canada / Gouvernement du Canada

REPORT ON THE PRIVACY ACT
RAPPORT CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

Institution	Reporting period / Période visée par le rapport
Office of the Inspector General of CSIS / Bureau de l'Inspecteur général du SCRS	2005 04 01 – 2006 03 31

I Requests under the Privacy Act / Demandes en vertu de la Loi sur la protection des renseignements personnels

Received during reporting period / Reçues pendant la période visée par le rapport	3
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	3
Completed during reporting period / Traitées pendant la période visées par le rapport	3
Carried forward / Reportées	0

II Disposition of request completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	0
2.	Disclosed in part / Communication partielle	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0
5.	Unable to process / Traitement impossible	3
6.	Abandonned by applicant / Abandon de la demande	0
7.	Transferred / Transmission	0
TOTAL		3

III Exemptions invoked / Exceptions invoquées

S. Art. 18(2)	0
S. Art. 19(1)(a)	0
(b)	0
(c)	0
(d)	0
S. Art. 20	0
S. Art. 21	0
S. Art. 22(1)(a)	0
(b)	0
(c)	0
S. Art. 22(2)	0
S. Art. 23 (a)	0
(b)	0
S. Art. 24	0
S. Art. 25	0
S. Art. 26	0
S. Art. 27	0
S. Art. 28	0

IV Exclusions cited / Exclusions citées

S. Art. 69(1)(a)	0
(b)	0
S. Art. 70(1)(a)	0
(b)	0
(c)	0
(d)	0
(e)	0
(f)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	3
31 to 60 days / De 31 à 60 jours	0
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extentions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Interference with operations / Interruption des opérations	0	0
Consultation	0	0
Translation / Traduction	0	0
TOTAL	0	0

VII Translations / Traductions

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	0
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Corrections and notation / Corrections et mention

Corrections requested / Corrections demandées	0
Corrections made / Corrections effectuées	0
Notation attached / Mention annexée	0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)	
Salary / Traitement	$ 1400
Administration (O and M) / Administration (fonctionnement et maintien)	$ 0
TOTAL	$ 1400

Person year utilization (all reasons) / Années-personnes utilisées (raisons)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.02

Government of Canada / Gouvernement du Canada

REPORT ON THE ACCESS TO INFORMATION ACT
RAPPORT CONCERNANT LA LOI SUR L'ACCÈS À L'INFORMATON

Institution	Reporting period / Période visée par le rapport
Office of the Inspector General of CSIS / Bureau de l'Inspecteur général du SCRS	2005 04 01 - 2006 03 31

Source	Media / Médias	Academia / Secteur universitaire	Business / Secteur commercial	Organization / Organisme	Public
	3	1	3	0	1

I Requests under the Access to Information Act / Demandes en vertu de la Loi sur l'accès à l'information

Received during reporting period / Reçues pendant la période visée par le rapport	8
Outstanding from previous period / En suspens depuis la période antérieure	0
TOTAL	8
Completed during reporting period / Traitées pendant la période visées par le rapport	8
Carried forward / Reportées	0

II Disposition of requests completed / Disposition à l'égard des demandes traitées

1.	All disclosed / Communication totale	0	6.	Unable to process / Traitement impossible	3
2.	Disclosed in part / Communication partielle	3	7.	Abandoned by applicant / Abandon de la demande	0
3.	Nothing disclosed (excluded) / Aucune communication (exclusion)	0	8.	Treated informally / Traitement non officiel	2
4.	Nothing disclosed (exempt) / Aucune communication (exemption)	0		**TOTAL**	8
5.	Transferred / Transmission	0			

III Exemptions invoked / Exceptions invoquées

S. Art. 13(1)(a)	0	S. Art 16(1)(a)	2	S. Art. 18(b)	0	S. Art. 21(1)(a)	0
(b)	0	(b)	2	(c)	0	(b)	0
(c)	0	(c)	2	(d)	0	(c)	0
(d)	0	(d)	0	S. Art. 19(1)	0	(d)	0
S. Art. 14	0	S. Art. 16(2)	0	S. Art. 20(1)(a)	0	S. Art.22	0
S. 15(1) Art. International rel. / Relations intern.	0	S. Art. 16(3)	0	(b)	0	S. Art 23	0
Defence / Défense	3	S. Art. 17	1	(c)	0	S. Art. 24	0
Subversive activities / Activités subversives	2	S. Art. 18(a)	0	(d)	0	S. Art 26	0

IV Exclusions cited / Exclusions citées

S. Art. 68(a)	0	S. Art. 69(1)(c)	0
(b)	0	(d)	0
(c)	0	(e)	0
S. Art. 69(1)(a)	0	(f)	0
(b)	0	(g)	0

V Completion time / Délai de traitement

30 days or under / 30 jours ou moins	7
31 to 60 days / De 31 à 60 jours	1
61 to 120 days / De 61 à 120 jours	0
121 days or over / 121 jours ou plus	0

VI Extensions / Prorogations des délais

	30 days or under / 30 jours ou moins	31 days or over / 31 jours ou plus
Searching / Recherche	0	0
Consultation	1	0
Third party / Tiers	0	0
TOTAL	1	0

VII Translations / Traduction

Translations requested / Traductions demandées		0
Translations prepared / Traductions préparées	English to French / De l'anglais au français	0
	French to English / Du français à l'anglais	0

VIII Method of access / Méthode de consultation

Copies given / Copies de l'original	3
Examination / Examen de l'original	0
Copies and examination / Copies et examen	0

IX Fees / Frais

Net fees collected / Frais net perçus			
Application fees / Frais de la demande	$30.00	Preparation / Préparation	0
Reproduction	0	Computer processing / Traitement informatique	0
Searching / Recherche	0	**TOTAL**	$30.00

Fees waived / Dispense de frais	No. of times / Nombre de fois	$
$25.00 or under / 25 $ ou moins	2	$ 10.00
Over $25.00 / De plus de 25 $	0	$ 0

X Costs / Coûts

Financial (all reasons) / Financiers (raisons)		
Salary / Traitement	$	2100
Administration (O and M) / Administration (fonctionnement et maintien)	$	200
TOTAL	$	2300

Person year utilization (all reasons) / Années-personnes utilisées (raison)	
Person year (decimal format) / Années-personnes (nombre décimal)	0.03